TABC: ONLINE LIST OF LICENSES AND/OR PERMITS
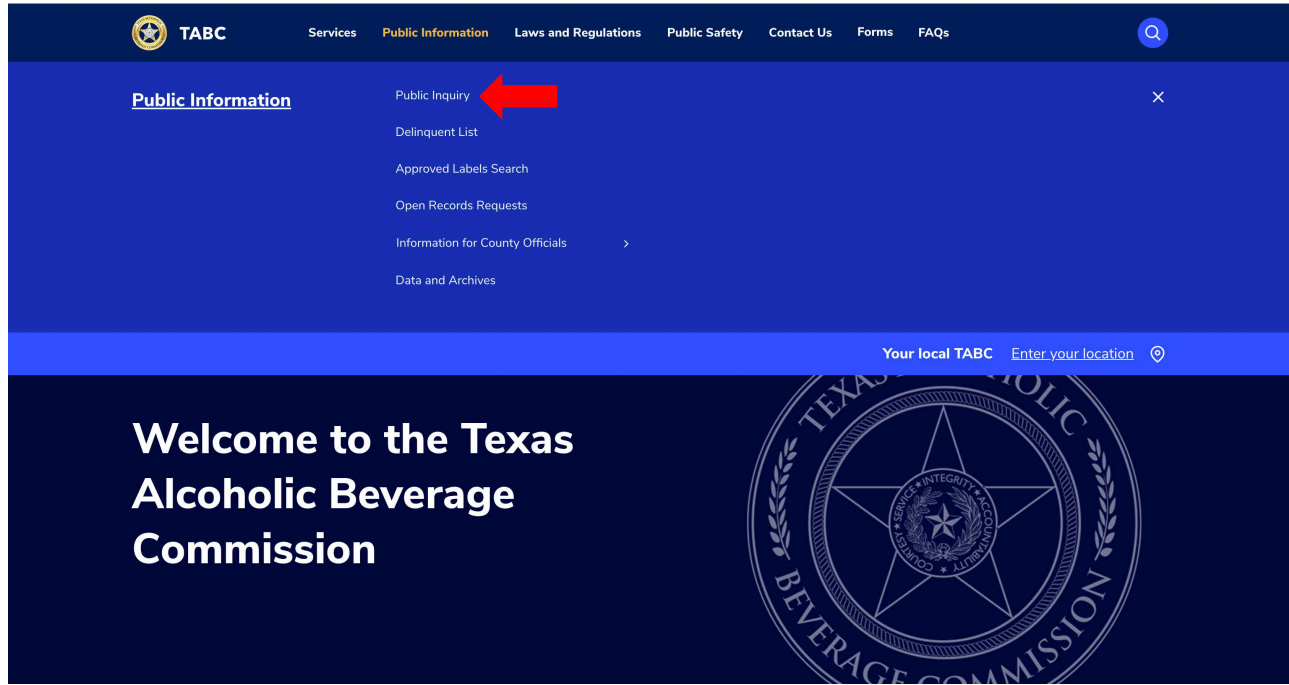
To obtain a list of licenses and/or permits, select **Public Inquiry** from accessing our website at http://www.tabc.texas.gov.

The following steps are provided to assist you through this process.

1. Click the **Create a list of licenses or permits** link. (second option under License/Permit Inquiries).

2. You will be taken to the "Roster" page where you will be prompted to enter "Location" (Step 1). Click the **Add/Edit** link.

3.   From here you will select the County, City or ZIP Code that you wish to search from their respective drop down menus (or you can select "All Counties", "All Cities" and "All ZIP Codes" or any combination of these selections).

4.   Next, click the **Submit Entry** button and you will see the information populate above the selection menus. If you wish to add to or edit your search criteria, follow Step 1 again, making sure that you click **Submit Entry** after each new search criteria request.

5. If satisfied with your selection, click the *Return To Prior Page* button.

6. Next, you will be prompted to enter a "License Type" (Step 2). Again select the *Add/Edit* button and make your selection by "Class" of License/Permit.

7. You can select specific classes, or you can request all classes. A link for licensing descriptions is on this webpage if you are not sure of the class/type needed. Be sure to click on the *Submit Entry* button once you select the license class category, then click the *Return To Prior Page* button to finish your selection(s).

8. Next, you will be prompted to enter a "Status" (Step 3). This is where you can identify a license/permit status as "Active-Current", "Active-Suspended", "Inactive", "Pending Original" – or you may choose "Select All". You can modify these selections in any way that you wish.

9. "Original Issue Date" (Step 4) is _optional_ but, if known, you can enter a date range that would identify when the licenses/permits were originally issued or requested. Leave these fields blank if you wish to see _all_ records that match your search criteria.

10. Once the first three steps (and the _optional_ Step 4) are completed, click the **Go To Summary Page** button.

11. The "Roster-Summary" page will allow you to review the summary of the search criteria you selected. You may then select "Output Type" preference for your report format. Once the "Output Type" is selected, click the *Submit Query* button. Your report will then be processed and the results will be downloaded in the format you chose.